

Central Intelligence Agency



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Mrs. Delores Barr
Business Education
Prince George's Community College
301 Largo Road
Largo, MD 29772

Dear Mrs. Barr:

Thank you for taking time out of your busy schedule to attend the second annual Secretarial Training Conference on 9 June. Your willingness to share information about your program contributed greatly to the success of the meeting. Many of the participants said they had gained much from the exchange of information and had gleaned many ideas for possible revisions to their curriculums.

We look forward to seeing you at next year's conference. In the meantime, if you have any information you wish to share with us, or if you have any questions, please call [redacted]

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Sincerely,



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Director of Training and Education